

# Request for Proposals:

Workforce Housing, Affordable Housing and Tech Office/Mixed Use in The  
Trades District (City of Bloomington Downtown Certified Technology Park)

**Proposals Due: December 7, 2015**

CTP2015-03 City of Bloomington, Indiana | Bloomington  
Redevelopment Commission  
10-21-2015

# Request for Proposals:

## Workforce Housing, Affordable Senior Housing, and Tech Office/Mixed Use in The Trades District (City of Bloomington Downtown Certified Technology Park)

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## Executive Summary

The City of Bloomington, Indiana, seeks competitive development proposals to help the City attain the sustainable vision set forth in its Certified Technology Park Master Plan & Redevelopment Strategy, specifically mixed use developments that address the diversification of downtown housing into affordable and workforce housing demographics, that provide retail and commercial services and amenities to serve those residents as well as Tech Park and other downtown employees and visitors, and that could offer additional employment center opportunities for high-tech and life sciences employers.

CBRE Group, Inc. (“CBRE”) – on behalf of the City of Bloomington, Indiana, by and through its Redevelopment Commission, the Department of Economic & Sustainable Development and the Department of Housing and Neighborhood Development – invites competitive proposals from developers to purchase and develop parcels totaling approximately 3.75 acres in downtown Bloomington, Indiana. The site is located within the City’s downtown Certified Technology Park in the historic Trades District, adjacent to trail amenities and just blocks from the bustling downtown square, Bloomington’s Central Business District.

The City intends to leverage redevelopment of the property to further its goals to create an urban, mixed use innovation district in the downtown, including integration of this area into the live/work/play fabric of downtown.

## Introduction to the RFP Opportunity

The City of Bloomington, by and through its Redevelopment Commission (“RDC”), the Department of Economic & Sustainable Development (“ESD”) and the Housing and Neighborhood Development (“HAND”) Department, is pleased to issue this Request for Proposals (“RFP”) seeking qualified respondents (each, a “Respondent”) to purchase and develop certain city-owned property in downtown Bloomington south of 11<sup>th</sup> Street, west of Rogers Street and north of the B-Line Trail, within The Trades District, which includes the City’s downtown Certified Technology Park.

The City seeks one or more developers to **incorporate some combination of the following:**

- (1) **workforce housing**, and
- (2) affordable housing, **preferably senior housing**, with **recreational plaza or greenspace** amenities that leverage proximity to the adjacent B-Line Trail; and/or
- (3) **office space suitable for technology, life sciences and research and development employment uses; other retail/commercial space**; which may be **incorporated into the housing project(s)** above.

Respondents may propose mixed-income housing projects, provided the majority of the project meets the household income parameters as outlined in this RFP. Proposals that provide for **long-term affordability**, if housing is proposed, will be given preference. **Mixed use** commercial/retail/housing projects will be given preference over housing-only projects. Office uses for high tech, life sciences or R&D will be given strong preference.

Interested parties are responsible for reviewing and becoming familiar with the contents of all portions of this RFP and all other documents to which this RFP refers and all appendices and addenda to this RFP.

All appendices and addenda (which will be posted to the City's website at <http://bloomington.in.gov/rfp> according to the timeline listed in this RFP) are included and incorporated into this RFP. Background information related to the vision for the Certified Technology Park's long-term redevelopment is available at <http://bloomington.in.gov/ctp>.

## Schedule

The following timeline for this Development Opportunity is subject to change:

RFP Posted	Wednesday, October 21, 2015
Optional Pre-Proposal Meeting	Friday, November 6, 2015 9am, McCloskey Conference Room (Suite 135), City Hall, 401 N. Morton Street, Bloomington, Indiana 47404
Questions or Requests for Additional Information Due	Friday, November 13, 2015
Addenda Posted	Friday, November 20, 2015
<b>Proposals Due</b>	<b>Monday, December 7, 2015 by 5pm (see Instructions to Bidders)</b>
Respondent(s) Presentations (if applicable)	January, 6-8, 2016
Respondent(s) Selected	February 2016
Agreement(s) Drafted	March 2016
Project Completion	On or before March 2018

## Redevelopment Goals

The goals of this Request for Proposals are:

### General Goals:

- To meet the guiding principles of the Certified Technology Park Master Plan & Redevelopment Strategy (full vision available at <http://bloomington.in.gov/ctp>), which includes increasing commercial space for high-tech, life sciences, R&D and other employment-center uses;
- To provide housing that is environmentally sensitive and energy efficient and which meets diverse housing needs, specifically workforce affordable and affordable senior housing (student housing is explicitly not of interest for this subject site); and
- To provide commercial space that serves the retail and professional services needs of housing development residents, as well as of The Trades District employees and downtown visitors; and

### Workforce Housing Goals:

- To promote the development of housing that will be affordable to households with incomes between 80% to 140% of the area-wide median income (AMI), whether rental or owner-occupied;
- To increase the availability of such housing in Bloomington's downtown, and specifically in The Trades District which is the heart of the City's growing technology sector, so that workers are not priced out of housing opportunities close to the employment center;

- To reduce the commute distance for employees who work in downtown who otherwise would live elsewhere.

#### Senior Affordable Housing Goals:

- To provide housing and services for low-income seniors, with incomes up to 80% of the area-wide median income (AMI);
- To increase the availability of such housing in Bloomington's downtown, directly connecting active senior residents with public transit, basic services and amenities, as well as with the vibrant downtown core; and
- To provide a multi-generational community recreation area that leverages the proximity to the B-Line Trail and The Trades District technology park in the design of its amenities. See **Figure 1** in the Property Overview section of this RFP for a map depicting the portion of the senior/affordable housing project site to be developed as greenspace/recreation space.

Residential rental units must meet the requirements outlined in Bloomington Municipal Code Title 16: Residential Rental and Lodging Establishment Inspection Program. The full text of Title 16 code can be at <http://bloomington.in.gov/code>.

### Consideration:

**Respondents must review the published Notice of Offering and Offering Sheet for additional property offering details** (see [https://bloomington.in.gov/documents/viewDocument.php?document\\_id=9202](https://bloomington.in.gov/documents/viewDocument.php?document_id=9202)).

Development proposals that provide affordable and/or workforce-affordable housing to income-eligible households at proposed percentages of Area-wide Median Income ("AMI") as outlined in the City of Bloomington's Consolidated Plan 2015-2019 (pg. 60), or that offer significant office space for tech, life sciences or R&D company recruitment or growth may be eligible to acquire the properties for nominal consideration. Development proposals must also be consistent with major goals of the City of Bloomington's Unified Development Ordinance, including maintaining a diverse housing stock and allowing working people to have better access to jobs and to upgrade their economic status (BMC 20.05.009 AH-01), and support the vision of the CTP Master Plan & Redevelopment Strategy (<http://bloomington.in.gov/ctp>). Proposals that provide for **long-term affordability**, if housing is proposed, will be given preference. **Mixed use** commercial/retail/housing projects will be given preference over housing-only projects. Office uses for **high tech, life sciences or R&D** will be given strong preference.

### Area Overview

#### Bloomington

Bloomington is a scenic, thriving and livable city located about 50 miles south of Indianapolis. Home to Indiana University, Bloomington is rich in history, architecture, culinary experiences and the arts. It is famous for its rolling hills, limestone quarries and "Little 500" bicycle race depicted in the Academy Award-winning film "Breaking Away."

Bloomington is home to world-class arts, culture and entertainment facilities on campus, including the IU Auditorium, the Musical Arts Center and the Jacobs School of Music. The school offers more than

1,100 performances a year; most of which are free to attend. Bloomington is home to diverse street festivals, the Tibetan Mongolian Buddhist Cultural Center, and respected opera and ballet theater. The Lilly Library is one of the largest rare book and manuscript libraries in the United States, containing over 400,000 rare books including the New Testament of the Gutenberg Bible, a first edition copy of the Book of Mormon, the first printed collection of Shakespeare's works, and George Washington's letter accepting the presidency of the United States. Regional theater includes the Bloomington Playwrights Project and the Cardinal Stage Company. Bloomington also attracts talents such as Tony Bennett, Black Violin, Colin Hay (front man for Men at Work), and Wilco.

The campus hosts numerous major sporting events each year. IU is known for its outstanding tradition in collegiate athletics, including basketball, football, track & field, baseball, tennis, swimming and soccer. IU's recreational sports program for its students is recognized as among the best in the nation.

Bloomington has many unique, locally owned restaurants where you can find food from all over the world including Thai, Turkish, Tibetan, Korean, and Mediterranean. Bloomington is home to both Oliver and Butler Wineries and Upland and Bloomington Brewing Companies.

## Property Overview

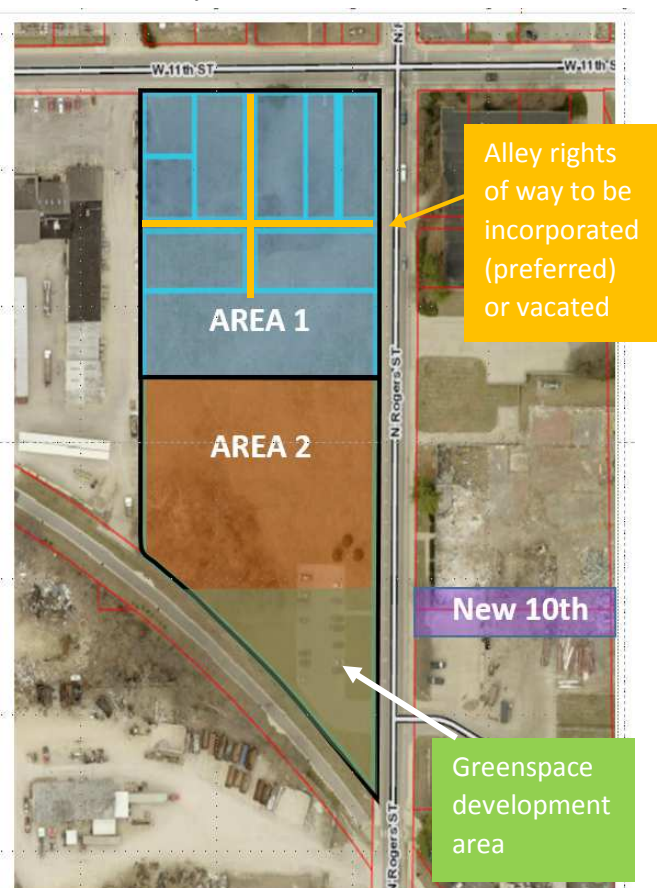
### Current Site Conditions

#### A. Users and Owners

The subject properties are owned by the Bloomington Redevelopment Commission on behalf of the City of Bloomington and are currently vacant. In recent history, single family homes were on two small lots in the northern area; improvements on those lots were demolished in 2013. The surface parking lot on the southern portion of the subject properties does not have any current leases or third-party agreements related to its use. Its most recent use was to serve former Indiana University office and warehouses on the east side of Rogers Street. The City of Bloomington demolished those warehouse structures in 2014.

The subject site is bordered by W 11<sup>th</sup> Street to the north, N Rogers Street to the west, and the B-Line Trail to the south. If desired by the selected respondent, the City is prepared create two distinct parcels for development, such as illustrated in **Figure 1** at right. Additionally, there are two unbuilt alley rights-of-way located on the northern portion of the subject properties. The City's preference is that a proposed development will incorporate those unbuilt alleys for property access. However, proposals that seek the

**Figure 1:** Area 1 envisioned for Workforce Housing. Area 2 envisioned for Senior/Affordable Housing. Tech/Life Sciences/R&D office and commercial/retail appropriate for both Area 1 and/or Area 2. Greenspace development area at southern end of subject site.



vacation of one or both of those unbuilt alleys will also be considered for a project that addresses the goals of this RFP.

The City is undertaking design of the realignment of 10<sup>th</sup> Street east of Rogers Street. The CTP Master Plan recommends extending 10<sup>th</sup> Street further west through the subject properties to provide better East-West connection to neighborhoods to the west and to the amenity of Ernest T. Butler Park. To preserve the future accommodation of this connection which would extend through other privately owned properties, the southern portion of the subject site, adjacent to the B-Line Trail, should be developed as plaza or greenspace by the selected developer rather than building development.

**Respondents may propose to aggregate adjacent land with the subject site. Acquisition and assemblage of any additional parcels would be the responsibility of the developer.**

**Respondents may offer to acquire and redevelop the entire subject site, or may offer to acquire and redevelop only specific portions of the subject site.**

## **B. Environmental Conditions**

If affordable housing is proposed, the City of Bloomington will complete the HUD-required environmental review for the development(s).

Through a U.S. EPA Brownfield Assessment Grant, the City of Bloomington has conducted Phase I and Phase II Environmental Site Assessments as well as supplemental investigations on the subject site. These reports will be made available to the developer and are posted as Addenda to this RFP available via <http://bloomington.in.gov/rfp>.

## **C. Zoning**

The property is located within the Commercial Downtown (CD) zoning district. This is one of most permissive of the City's zoning districts, with a general purpose of promoting high density development of mixed uses with storefront retail, professional office, and multifamily housing.

Within the larger Commercial Downtown zoning district, there are six design overlays that govern such issues as building heights, parking, and architectural design. The overlay regulating this property is the Showers Technology Park Overlay (STPO) District. Development in this district should promote mixed uses focusing on light industrial/manufacturing, office, and residential housing that targets populations such as young professionals, empty nesters, and retirees.

## **Site Opportunities**

### **A. The Trades District/Economic Development Districts**

The subject site is located in The Trades District. It is the area of the City of Bloomington's downtown Certified Technology Park, and historic location of the former Showers Brothers Furniture Company. The Trades District's historic character and sense of place was shaped in the 19th and 20th Centuries as much by the Showers Brothers Furniture Company's progressive social initiatives and entrepreneurial business successes as it is shaped today by the utilitarian and industrial architecture the Company left behind. The name evokes the invigorating industry of the Showers Brothers Furniture Company (not to mention their once-upon-a-time slogan, "From Trees to Trades"), but it is also a fitting identification for



the craft, industry and commerce of Bloomington's emerging entrepreneurial and technology businesses, which will be the mainstays of The Trades District's revitalization.

The subject site is also located within the boundaries of the Consolidated Tax Increment Financing (TIF) district and the Bloomington Urban Enterprise Zone (EZ).

## **B. City Investments**

In 2009, the City of Bloomington completed its multi-million dollar investment in the B-Line Trail, a former railway corridor transformed into an urban greenway and trail. The 3.1-mile B-Line Trail is immediately adjacent to the subject site, and connects to the City's larger network of trails.

In Q4 2015, the City will complete design/engineering for improvements to 10<sup>th</sup> Street between Rogers and Morton Streets, opposite the subject site. The design/engineering scope includes significant utility improvements and place-making and sustainability features:

- "Signature" street design to emphasize unique sense of place for the Trades District and accommodate street and other festivals
- Green stormwater infrastructure design
- Sustainable street infrastructure
- Design that focuses on pedestrians, bicycles and multi-modal transportation

The construction of improvements to 10<sup>th</sup> Street is planned to be complete in 2017.

## **C. Uses and Activities**

Housing targeted to the professional workforce. Bloomington has a highly educated populace with 56.6% of the population having a Bachelor's degree or higher. Median household income is \$27,395 (2009-2013 American Community Survey 5-Year Estimates, <http://factfinder.census.gov>). In order to attract and maintain an accessible workforce, quality housing must be available for individuals and households whose income is too high to participate in typical housing programs, but too low to afford standard market rates for housing.

Affordable, independent-living options targeted to an active senior population. There are approximately 6,523 persons over the age of 65 living in Bloomington. While the median age in Bloomington is 23.3 years due to the presence of 46,416 Indiana University students (2014-2015), the population is aging. Bloomington was listed in the *Top 25 Place to Retire* by **Forbes** in 2012, **AARP's 10 Great Small Cities for Retirement** in 2011, and **Money Magazine's Top 25 Places to Retire** in 2011. Bloomington offers retirees excellent theater, collegiate sports, museums, parks and opportunities for engagement in the community. Demand for senior housing continues to increase, particularly affordable senior housing. At the time the City's Consolidated Plan 2015-2019 was completed, all senior housing complexes inventoried in Bloomington were fully occupied.

Office space suitable for technology, life sciences, and other research and development uses. Bloomington has been ranked #2 in the nation among 124 small metros for high tech employment (Milken Institute, 2013), an "Emerging Epicenter of High Tech Industry" (*Wired* magazine), in the Top 50 "Hottest Small Cities for Entrepreneurs" (*Entrepreneur* magazine). Further, Bloomington's concentration of life sciences businesses is six times greater than the U.S. average. To support the growth of tech and



life sciences sectors, and attract research and development headquarters, suitable office and commercial space is necessary.

Retail, commercial space and amenities. Redevelopment projects should serve to integrate this area into the fabric of Bloomington's vibrant downtown, focusing on a mix of uses that also offers retail, commercial services and greenspace or publicly accessible recreation opportunities for The Trades District employers, employees, residents and visitors.

To help address these housing diversification and to support enhancing employment opportunities within The Trades District, the City of Bloomington seeks development proposals that offer creative solutions for redevelopment of the subject site. Specifically, the new developments would:

- Provide affordable housing and services for citizens, preferably active low income seniors (envisioned for Area 1);
- Provide affordable workforce housing for households who wish to live, work and play in The Trades District and Bloomington's downtown (envisioned for Area 2); and
- Provide a multigenerational center/park that provides opportunities for older adults to pursue interests and engage in accessible activities alongside other members of The Trades District and the public (said greenspace will be adjacent to the B-Line Trail at the southern end of subject site); and
- Provide a mix of uses that support or directly incorporate additional employment centers, technology and similar office, other commercial and retail uses (appropriate for Area 1 and Area 2);

Respondents may propose to aggregate adjacent land with the subject site. Acquisition and assemblage of any additional parcels would be the responsibility of the developer.

A proposal may offer to acquire and redevelop the entire subject site, or may offer to acquire and redevelop specific portions of the subject site.

Respondents may propose mixed-income housing projects, provided the majority of the project meets the household income parameters as outlined in this RFP.

#### **D. Definitions:**

Within the context of this Request for Proposals, the following definitions apply:

Workforce housing – Multi-unit housing designed to attract and maintain an accessible workforce, made available to individuals and households who are typically ineligible for standard affordable housing programs because of their income. For the purposes of this Request for Proposals, the City of Bloomington seeks proposals targeted to households earning between 80% and 140% of Area Median Income (AMI), whether rental or owner-occupied. See affordable rent guidelines outlined below.

Senior housing – Age-restricted multi-unit housing with self-contained living units for older adults who are able to care for themselves. May or may not include additional services such as meals or transportation. For the purpose of this Request of Proposals, the City seeks proposals which will comply with the Housing and Urban Development (HUD) "housing for older persons" requirements for

exemption from the Federal Fair Housing Act, and which also comply with HUD affordable housing criteria.

**Affordable rents** – Rent rates that are at or below 30% of a household’s gross monthly income, including utilities. The median gross rent for Bloomington is \$782/month and the vacancy rate is 3.1% (factfinder.census.gov - 2013). A more detailed Needs Assessment and Housing Market Analysis can be found in the City of Bloomington Consolidated Plan 2015-2019 located at <http://bloomington.in.gov/media/media/application/pdf/23260.pdf>.

HUD Rent Rates for 2015 specific to Bloomington can be found at <http://bloomington.in.gov/media/media/application/pdf/23645.pdf>.

#### **Workforce Housing Maximum Rent/Unit including Utilities**

**(Using 2015 income information available via HUD:**

[http://www.huduser.org/portal/datasets/il/il15/FY2015\\_IL\\_in.pdf](http://www.huduser.org/portal/datasets/il/il15/FY2015_IL_in.pdf))

	Household Size				
	1	2	3	4	5
Area Median Income %					
80%	876	1,000	1,126	1,250	1,350
90%	986	1,125	1,267	1,406	1,519
100%	1,095	1,250	1,408	1,563	1,688
110%	1,205	1,375	1,548	1,719	1,856
120%	1,314	1,500	1,689	1,875	2,025
130%	1,424	1,625	1,830	2,031	2,194
140%	1,533	1,750	1,971	2,188	2,363

#### **Workforce Housing Income**

**(Using income information available via HUD:**

[http://www.huduser.org/portal/datasets/il/il15/FY2015\\_IL\\_in.pdf](http://www.huduser.org/portal/datasets/il/il15/FY2015_IL_in.pdf))

	Household Size				
	1	2	3	4	5
Area Median Income %					
80%	35,040	40,000	45,040	50,000	54,000
90%	39,420	45,000	50,670	56,250	60,750
100%	43,800	50,000	56,300	62,500	67,500
110%	48,180	55,000	61,930	68,750	74,250
120%	52,560	60,000	67,560	75,000	81,000
130%	56,940	65,000	73,190	81,250	87,750
140%	61,320	70,000	78,820	87,500	94,500

## **Proposal Requirements**

Developers are required to submit a detailed and comprehensive proposal. The City reserves the right to request additional information during the evaluation of submitted proposals and to reject any and all responses. Responses to this Request for Proposals must contain the information described below and

conform to the format outlined below. **The total length of the proposal should not exceed 25 pages.** Drawings and renderings of the proposed project(s) may be in addition to the 25-page maximum. All other components described below must be within the 30-page limit, and adhere to any additional page limits outlined below.

#### **A. Executive Summary – 2 pages maximum**

A written narrative of the proposed development should be provided in the form of a cover letter addressed to Danise Alano-Martin, Director of Economic & Sustainable Development and Lisa Abbott, Director of Housing and Neighborhood Development. The narrative should be no longer than two (2) pages in length and should succinctly summarize and describe the proposed development. At a minimum, it should seek to address all of the evaluation criteria and note the bid price. Please note any contingencies to the submitted bid price.

#### **B. Financial Summary**

Responses must demonstrate financial wherewithal and development capacity to carry out proposed redevelopment of the property or properties. Submissions must provide documentation of available funds in an amount no less than the bid amount plus construction cost. Failure to provide clear evidence of committed sources of funds for the proposal to purchase and redevelop the property may disqualify submissions. Responses at a minimum must address the following:

- An operating pro forma
    - For projects that include rental units, include proposed rents, including any tiered structures
  - Total Project Cost (including all developer costs and third-party fees – See **Additional Information** section below)
  - Developer's fee (included in Total Project Cost)
  - Equity:
    - Equity source and required approvals
    - Percent of total project costs to be funded with equity
  - Debt:
    - Source of debt funding
    - Details of debt structure (term assumptions)
    - Total cost of funds
  - Evidence of financial capability to fund the total cost of the development program as outlined by the Respondent. Acceptable forms of evidence include:
    - audited financial statement for last fiscal year plus internal financial statements ending the most recent quarter
    - signed commitment letter(s) that reference funding this project as proposed, or
    - other written evidence of financial support from one or more lending institutions specifying amount to be committed.
- These elements will be reviewed and summarized as the financial components of the proposed development program.
- Consideration of feasibility through market survey with comparative sales/rents.

- Descriptions of any local, State or Federal incentives, grants, etc., that will be sought; and if approved, letters of intent
- Litigation/Judgments – The proposal must contain information regarding any litigation (pending or threatened) in which the development entity or any members of the development team are involved in their professional capacity and any judgments that have been rendered against the development entity or any member of the development team that may affect the ability to successfully execute the proposed project for the Property.

### **C. Development Plans**

The proposed development should take into consideration the Certified Technology Park Master Plan context and provide an attractive, sustainably designed development that enhances the built environment and improves the overall quality and physical appearance of the community. Submissions must address at a minimum, the following:

- Architect name and address
- Detailed written description of the work to be completed, including relative square footages of proposed uses
- Ground floor dimensioned architectural plans; other principal floor plans
- Building elevations with materials and key dimensions noted
- Total number of parking spaces within the property, including number for residential and number for commercial uses and visitors
- Sustainable development features and “green” building materials to be used
- Building energy performance objectives and integrated energy efficiency building design
- Amount and type of open or greenspaces

Structures must be sensitive to the pedestrian environment through building facades that are engaging. Building size and scale should be designed to enhance walkability and provide quality buildings by respecting the rhythms found in the size, placement and proportion of entries and windows in other buildings. Plans should avoid false historic design, although innovative and modern design that pays homage to the unique architecture of the Trades District is encouraged. Pedestrian rather than vehicular entrances should be emphasized along the streetscape. Dumpsters, recycling collection centers, electrical and mechanical equipment should be permanently screened.

### **D. Development Process**

Respondents must fully describe their planning and development process, at a minimum addressing the following:

- Project scope
- Design involvement
- Approach to engagement with City and the community; community relations plan
- Development phasing and timeline, including site and incentive approvals
- Plan for integration or utilization of local construction trades, MBE or WBE
- Degree of transparency (i.e., open book)
- Construction management (CM) capabilities and strategy

## **E. Development Team Qualifications – 10 pages maximum**

Respondents should fully describe and illustrate their team qualifications, at a minimum addressing the following, and adhering to stated page limits:

- Team Summary Information
  - Key company principals and executives and their roles with this project
  - Relationships between firms involved in the project
  - Ownership structure of controlling development organization
  - Description of firms' in-house capabilities (Design, CM, equity position, etc.)
  - Percent of business dedicated to urban affordable and workforce housing projects
- Experience: Include local and national experience with the following:
  - Case studies of urban projects, including total SF of urban projects financed or developed in the past 10 years, including projects involving energy efficient design, green site development and green building practices
  - Specific projects similar to this opportunity
  - Up to five (5) references for similar projects
  - Address criteria listed herein under "Selection Process & Evaluation Criteria" under "3. Developer Team."

## **Selection Process & Evaluation Criteria**

CBRE will initially review the proposals to determine compliance with the Proposal Requirements. Only proposals that comply with these requirements will be considered for evaluation. If no proposal meets these requirements, the City may allow all Respondents to supplement their submissions to conform to these requirements.

Proposals will then be evaluated by a City Proposal Review Team assisted by CBRE using the evaluation factors listed below. Proposals that significantly deviate from the City's requirements and criteria may be found "non-responsive" without further evaluation. Proposals will be evaluated in their entirety – i.e., no one factor, but rather a combination of all of the following factors will determine the successful developer(s). At the City's sole option and discretion, Respondents may be provided the opportunity to present their development concept and program.

The City may obtain "best and final offers" from all Respondents judged to be finalists. The City reserves the right to cease all contract negotiation activities at any time and reject any and all proposals if such action is determined by the City to be in its best interest.

Final selection is subject to approval by the Bloomington Redevelopment Commission.

Following are the evaluation factors:

1. Financial Capability
  - Financing Plan: Provide Letters of Intent from any financing sources listed.
  - Financial Stability: Ability of the developer to utilize his/her relationships with lending institutions to complete development in a timely manner will be strongly considered.

- Demonstration of Project Feasibility: Developer demonstrates the feasibility of the project in its sources and uses.
2. Project
- Concept Design Quality: Strong preference given to projects that emphasize pedestrian scale, sustainable development and unique and innovative architecture, and which support the City's CTP Master Plan vision.
  - Development Timeline (with compliance to Indiana statutory disposition process): Project completion within twenty-four months of settlement.
  - Affordability Period: Each housing type should offer a defined affordability period, at minimum 15 years. Longer affordability terms will be given preference.
  - Workforce Housing: Strong consideration will be given to proposals offering non-subsidized affordable housing units as part of the development program.
  - Senior Affordable Housing: Strong consideration will be given to proposals allowing for accessible and secure units. Proposals are expected to provide for outdoor recreational/gathering space adjacent to the B-Line.
  - Commercial/Office Space: Strong consideration will be given to proposals that incorporate tech/life sciences office/employment space and/or retail/commercial mixes that serve needs of the residents and employees of the Trades District.
  - Green building and energy efficiency: Strong preference will be given to proposals that incorporate green building methods that target widely accepted energy efficiency standards and/or that incorporate renewable energy.
  - Mixed use: Strong preference will be given to proposals that offer a mix of appropriate uses over proposals that offer housing only solutions.
  - Tech, life sciences, research and development: Strong preference will be given to proposals that include these office uses.
3. Developer Team
- History of Team Partnership: The development team's experience working together will be considered.
  - Ownership Structure of controlling development organization
  - Description of firm's in-house capabilities (i.e., Design, CM, Equity position, etc.)
  - Low-Income Housing Tax Credit/HOME Investment Partnerships Program experience
  - Inclusion of Experience with MBE, WBE and DBE

## Additional Information

### CBRE Agency and Project Fee

CBRE is providing advisory services to the City of Bloomington and owes its duties solely to the City of Bloomington. The contract between the City of Bloomington and CBRE requires that the selected developer(s) pay CBRE a project fee equal to three and a half percent (3.5%) of the Total Project Cost. Total Project Cost is defined as the total sum of the project including land, construction, architectural, and design fees of all elements of the project. Terms and conditions of the fee will be outlined in a separate agreement between CBRE and the selected developer, to be executed prior or simultaneously with the Development or Project Agreement. Such fee should be included in developer pro-formas. The City shall make all decisions concerning the selection of Respondents.

## Communication Restrictions

Any and all questions concerning this RFP must be submitted via email to [ctp@bloomington.in.gov](mailto:ctp@bloomington.in.gov).

Except for submittals of questions as described herein, effective upon the issuance of this RFP

Respondents are prohibited from contacting, engaging or speaking directly to employees, respondent, agents, or representatives of the City regarding this RFP and Project. This communication restriction is effective until the City announces its decision. Any inappropriate or unauthorized communications may result in the disqualification of Respondents.

## Additional Provisions, Notices

- A. **No Obligation to Proceed:** The City is under no obligation to proceed with this project or any subsequent project, and may cancel this RFP at any time without the substitution of another, if such cancellation is deemed in the best interest of the City. Furthermore, the City may reject any and all proposals, to waive any irregularities or informalities in a proposal, and to issue a new or modified RFP, if it is found to be in the best interest of the City.
- B. **Proposal Withdrawal and Modification:** The City may allow a Respondent representative bearing proper authorization and identification to sign for, receive, and withdraw the Respondent's unopened proposal prior to submission deadline. A Respondent wishing to modify its proposal may do so by withdrawing the Initial submission and then submitting a modified proposal prior to the deadline.
- C. **Licenses and Permits:** The successful respondent shall furnish the City upon request any and all documentation regarding necessary licenses, permits, certifications and/or registrations required by the laws or rules and regulations of the City of Bloomington, Monroe County, other units of local government, the State of Indiana and the United States. The respondent certifies that it is now and will remain in good standing with such governmental agencies and that it will keep its licenses, permits, certifications and/or registrations in force during the term of the agreement.
- D. **Errors in Proposals:** Respondents are advised to make sure that their proposals are true and correct when submitted. Respondents will not be allowed to change or alter their proposals after the deadline for proposal submission. The City reserves the right, however, to correct obvious errors such as math errors in extended pricing (not unit pricing). This type of correction may only be allowed for "obvious" errors such as arithmetic, typographical, or transposition errors. Any such corrections must be approved by the Department of Economic and Sustainable Development, the Department of Housing and Neighborhood Development, and counter-signed by the Respondent.
- E. **Respondent Expenses:** By submitting a response to this RFP or participating in the process, each respondent agrees that all of its related expenses are its sole responsibility, and that the City will not be responsible for any costs whatsoever incurred by the respondent in connection with or resulting from the RFP process, including but not limited to costs for preparation/submission of proposals, travel and per diem, attending interviews, providing presentations or demonstrations, and participating in contract negotiation sessions.
- F. **Proposal Life:** Respondents must hold their proposals open and pricing firm for one hundred eighty (180) calendar days from the proposal submission deadline. Any proposal accepted by the City for the purpose of contract negotiations shall remain valid until superseded by an executed contract or until rejected by the City.
- G. **Revision to the RFP:** The City may modify or amend this RFP at any time. If it becomes necessary for the City to revise any part of this RFP, the revision(s) will be posted on the City's web site ([www.bloomington.in.gov/rfp](http://www.bloomington.in.gov/rfp)). In such an event, the submission deadline may be extended, at the option of the City, to allow respondents the opportunity to revise their proposals accordingly.
- H. **Public Records:** The information supplied by a respondent as part of an RFP response will become the property of the City. Proposals will be available to interested parties in accordance with the Indiana Access to Public Records Act (Indiana Code 5-14-3).
- I. **Non-binding Oral Statements:** Respondents shall note that only the written answers provided will be binding on the City. These answers shall represent the City's official position and supersede any previous oral statements made at any time by City staff. The written answers will be posted on the City's web site ([www.bloomington.in.gov/rfp](http://www.bloomington.in.gov/rfp)) as addenda to this RFP.
- J. **Pricing Denominations:** All pricing shall be in United States Dollars (USD).



## Submittal Instructions

**Respondents must review the published Notice of Offering, Offering Sheet and Instructions to Bidders for full submittal details.**

Respondent must submit its completed proposal via electronic PDF format via email to the following contact by 5:00 pm EDT on Monday, December 7, 2015 to:

[ctp@bloomington.in.gov](mailto:ctp@bloomington.in.gov)

City of Bloomington | Attn: Danise Alano-Martin and Lisa Abbott  
401 N. Morton Street, Bloomington, IN 47404

With a copy to:

[gordon.hendry@cbre.com](mailto:gordon.hendry@cbre.com)

FTP: <https://cbftp.cbre.com>

CBRE, Inc. | Attn: Gordon Hendry  
101 W. Washington Street, Suite 1000 East, Indianapolis, IN 46204

**Proposals that are incomplete or delivered past the deadline may be disqualified.**

## Additional Resources

Addenda to this RFP will be posted at <http://bloomington.in.gov/rfp>

Offering Sheet, Notice of Offering and Instructions to Bidders:

[http://bloomington.in.gov/documents/viewDocument.php?document\\_id=9202](http://bloomington.in.gov/documents/viewDocument.php?document_id=9202)

Certified Technology Park Master Plan & Redevelopment Strategy:

<http://bloomington.in.gov/ctp>

City of Bloomington Consolidated Plan (2015-2019):

- [http://bloomington.in.gov/consolidated-plan-\(enhanced\)](http://bloomington.in.gov/consolidated-plan-(enhanced))
- <http://bloomington.in.gov/media/media/application/pdf/23260.pdf>

City of Bloomington Unified Development Ordinance:

<http://bloomington.in.gov/udo>

City of Bloomington Downtown Vision & Infill Strategy Plan:

<https://bloomington.in.gov/downtown-plan>

Bloomington Technology Partnership: <http://bloomingtonontech.com>

Bloomington Life Sciences Partnership: <http://bloomingtonlifesciences.com>